



# FEES TO: TENANTS

## BEFORE YOU MOVE IN:

### **Admin and Reference Fee (tenant's share) £400 (inc VAT) for up to two tenants**

Referencing up to two tenants (identity, immigration and visa confirmation, financial credit checks, obtaining references from current or previous employers/ landlords and any other relevant information to assess affordability) as well as contract negotiation (amending and agreeing terms) and arranging the tenancy and agreement.

<b>Additional Tenant Fee:</b> Processing the application, associated paperwork and referencing.	£75 per tenant
<b>Guarantor Fee:</b> Covering credit referencing and preparing a Deed of Guarantee as part of the Tenancy Agreement	£75 per guarantor (if required)
<b>Pet Deposit:</b> To cover the added risk of property damage. This will be protected with your security deposit in a Government-authorised scheme and may be returned at the end of the tenancy	Returnable additional Security Deposit dependent on property circumstance.
<b>Renewal Fee (tenant's share):</b> Contract negotiation, amending and updating terms and arranging a further tenancy and agreement	£ 150 (inc VAT)
<b>ENDING YOUR TENANCY:</b> Check out Fee (tenant's share) Attending the property to undertake an updated Schedule of Condition based on the original inventory and negotiating the repayment of the security deposit(s)	£150 (inc VAT)
<b>Future Landlord Reference Fee:</b> Collating information and preparing a reference for a future landlord or letting agent	£95 (inc VAT) per reference request
<b>OTHER FEES AND CHARGES:</b> <b>Lost Security Items</b> Obtaining necessary permissions, sourcing providers and travel costs	£40 (inc VAT) plus item cost
<b>Out of Hours Services:</b> Where actions of the tenant results in the agent (or nominated contractor) attending the property, time to remedy the situation is charged at the prevailing rate	£20 per hour (inc VAT) plus any actual costs incurred
<b>Unpaid Rent / Returned Payments:</b>	Interest at 8% above Bank of England Base Rate from date due, charged per day.
<b>Professional Cleaning (if required)</b> Only charged where professional cleaning is necessary to return the property to the same condition as at the start of the tenancy.	Dependant on Property size.

IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF STAFF